



CRIMINAL JUSTICE COORDINATING COUNCIL

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The Criminal Justice Coordinating Council (Council) is pleased to announce that it is seeking applications for funding under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the agency's mission by assisting state and local efforts to prevent or reduce crime and violence.

2011 Local Law Enforcement Services (LLES) Grant Program Solicitation

Eligibility

Applicants are limited to local government agencies within Georgia who were not eligible to receive a direct Byrne JAG award in calendar year 2011. If an award is made it must be administered by a local government. Only counties that submitted UCR data during FFY2009 shall be considered for funding. No more than one grant will be awarded, per county geographic boundary. However, eligible cities within a county and the county may apply for and compete against each other for a grant. The maximum award amount per local unit of government is \$10,000.

Award Period

January 1, 2012 – June 30, 2012

Total Funding Available

\$400,000

Deadline

All applications are due at 5:00 p.m. on November 28, 2011.

Contact Information

For assistance with the requirements of this solicitation, contact:

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Release Date: October 13, 2011

2011 Local Law Enforcement Services (LLES) Grant Program Solicitation

CFDA #16.738

Deadline: Applications due at 5:00 p.m. on November 28, 2011.

Overview

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program (42 U.S.C. 3751(a)) is the primary provider of federal criminal justice funding to state and local jurisdictions. JAG funds support all components of the criminal justice system, from multijurisdictional drug and gang task forces to crime prevention and domestic violence programs, courts, corrections, treatment, and justice information sharing initiatives. JAG-funded projects may address crime through the provision of services directly to individuals and/or communities and by improving the effectiveness and efficiency of criminal justice systems, processes and procedures.

Eligibility

Applicants are limited to local government agencies within Georgia who were not eligible to receive a direct Byrne JAG award in calendar year 2011. To view the list of local government in the current fiscal year that are not eligible to receive funding under this solicitation and thus appear on the JAG Allocations List, refer to Appendix A.

If an award is made it must be administered by a local government. Only cities and counties that submitted UCR data during FFY2009 and 2010 shall be considered for funding. No more than one grant will be awarded, per county geographic boundary. However, eligible cities within a county and the county may apply for and compete against each other for a grant or submit a combined application for a maximum award of \$10,000. If more than one application is received from within the county geographic boundary, priority will be given to the unit of local government who has received the least amount of funding from the Local Law Enforcement & Fire Services Grant Program (LLEFS) in the previous five years.

For additional details regarding the JAG formula and award calculation process, please refer to the updated JAG Frequently Asked Questions (FAQ):

<http://www.ojp.usdoj.gov/BJA/grant/JAGFAQ.pdf>

Q: I am unsure if my city/county submitted UCR data. How can I check?

You can find Uniform Crime Report (UCR) Part I violent crime data and crime expenditure data for your city or county on the FBI's UCR web site: <http://www.fbi.gov/about-us/cjis/ucr/ucr>

Q: How does the Bureau of Justice Assistance calculate the formula of direct awards?

The Bureau of Justice Statistics (BJS) calculates, for each state and territory, a minimum base allocation which, based on the statutory JAG formula, can be enhanced by (1) the state's share of the national population and (2) the state's share of the country's Part 1 violent crime statistics.

Once the state funding is calculated, 60 percent of the allocation is awarded to the state and 40 percent to eligible units of local government.

States also have a variable percentage of the allocation that is required to “pass-through” to units of local government. This amount, also calculated by BJS, is based on each state’s crime expenditures. In addition, the formula calculates direct allocations for local governments within each state, based on their share of the total violent crime reported within the state. Local governments that are entitled to at least \$10,000 awards may apply directly to BJA for local JAG funds. Local governments that are not entitled to awards of \$10,000 or more from BJA may apply to CJCC through this solicitation.

Q: My city/county is not listed as qualifying for a direct award from BJA. Is this solicitation able to help me receive funding?

Yes, the Council, as the state government entity, also receives a variable percentage of the allocation that is required *to be “passed-through”* to units of local government. This amount, also calculated by BJS, is based on each state’s crime expenditures. In addition, the formula then calculates direct allocations for local governments within each state, based on their share of the total violent crime reported within the state. The pass-through percentage for each state government is available on the JAG web page at <http://www.ojp.usdoj.gov/BJA/grant/jag.html>.

Eligible recipients under this solicitation are entitled to the funds from these “less than \$10,000 jurisdictions” must be distributed to police departments that provide criminal justice services with awards made only to units of local government. *Local governments that are entitled to at least \$10,000 awards must have applied directly to BJA for local JAG funds and are not eligible under this solicitation.*

Application Selection

The award recipients will be selected from all eligible applications received by the deadline date. The Criminal Justice Coordinating Council designated \$400,000 for competitive applications from local government agencies specific to the 2011 Local Law Enforcement Services Grant Program. Applications for funding may not exceed \$10,000 in requested funds. However, in those instances where a multi-county effort is proposed, the total requested in federal funds cannot exceed the total number of counties participating multiplied by \$10,000. This collaborative arrangement **must** be demonstrated by the presence of a Memorandum of Understanding signed by the head of each governing body and one of the participating governments must agree to serve as the fiscal agent for the project. Applications from local government agencies will be competitively reviewed by the Council.

Priority will be given to applicants who:

- Did not receive funding under the 2006, 2007, 2008, and 2009- 2010 LLEFS program;
- Rank lowest on the master economic scale published in the 2011 Georgia County Guide;
- Demonstrate that funds for the supplies, equipment, computer technology and/or other needs are not available from other grant programs or other fund sources.

Purpose Areas

The purpose of the Local Law Enforcement Services Grant Program is to provide units of local government funds to underwrite projects to reduce crime and improve the criminal justice system. Efforts should demonstrate a focus on reducing crime and ensuring the safety of

citizens.

Funds may be used to support the purchase of supplies, equipment, computer technology and other materials or needs directly related to basic law enforcement functions. Installation and maintenance are also included as part of the equipment or computer technology purchase. Applicants are reminded to consider State standards and requirements when planning to purchase new equipment or technology. The State of Georgia has mandated requirements relating to law enforcement management information systems and other criminal justice system software and hardware needs. Applicants are strongly encouraged to contact the Council's Criminal Justice Services Planning and Evaluation Unit for more information on applicable standards if applying for a technology related project. Cooperation between State and local jurisdictions will ensure that efforts to modernize and standardize criminal justice technology will be coordinated under this grant program.

Interoperable Communications

Applicants interested in using funds to support emergency communications activities should comply with the FY2011 SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications. Emergency communications activities include the purchase of Interoperable Communications Equipment and technologies such as voice-over-internet protocol bridging or gateway devices, or equipment to support wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) Waiver Order. SAFECOM guidance can be found at www.safecomprogram.gov.

Digital mobile radios compliant with APCO Project 25 (P25) specifications embody certain fundamental advantages, including interoperability. The term interoperability refers to radio and communications equipment in compliance with P25 specifications, regardless of the manufacturer, that allows users to be "interoperable" with each other. Eligible mobile radios must be capable of operating on the Georgia Statewide Interoperability Network (GASWIN) and must have been certified in the Project 25 Compliance Testing Program and have their Standard Declaration of Compliance posted on the www.rkb.us website.

Applicant agencies applying for mobile radios must ensure that the model being requested is P25 compliant and can operate in the P25 trunked mode at the time of purchase. Funds will not be permitted for models that do not meet these standards, and must be returned if determined to be used towards non-compliant models. Applicants that can access the GASWIN with a P25 Trunked Mobile Radio can purchase non-P25 base stations, repeaters, or portable radios. Applicants must articulate in their grant application how they would access the GASWIN via a mobile trunked P25 mobile radio or how they plan on utilizing the equipment requested to access the network. In order to determine eligibility, the applicant must identify the radio or repeater's model number in their budget detail worksheet form.

Applicants interested in developing a public safety broadband network in the 700 MHz band in their jurisdictions must adhere to the technical standards set forth in the FCC waiver Order, any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band. The recipient shall also ensure projects support the Georgia Statewide Communication Interoperability Plan (GASCIP) are fully coordinated with the full-time Statewide Interoperability Coordinator (SWIC), Nick Brown, in the State of Georgia. As the central coordination point of contact for our state's interoperability effort, the SWIC plays a critical role, and can serve as a valuable resource. Mr. Brown is responsible for the implementation of the SCIP through collaboration and coordination with the emergency response community. For

more detailed information regarding the Georgia interoperability plan, contact Nick.Brown@gema.ga.gov.

If awarded, sub-grantees will need to provide a listing of all communications equipment purchased with grant award funding (plus the quantity purchased of each item) to the Council once items are procured during any periodic programmatic progress reports.

Supplanting

Federal funds must be used to supplement existing funds for program activities and cannot replace or supplant nonfederal funds that have been appropriated for the same purpose. Supplanting is prohibited under JAG. For additional guidance regarding supplanting, refer to the information provided at www.ojp.usdoj.gov/funding/other_requirement.htm

State and federal requirements

The requirements listed in this application kit are necessary to your application. Federal and state laws require grantees and sub-grantees to follow additional rules that relate to grant funding generally, and the financial officer for a subgrant should be familiar with these requirements.

County and city governments must also be in compliance with yearly audit filing requirements set forth by the State's Department of Audits and Accounts, specifically, **O.C.G.A. § 36-81-7 and O.C.G.A. § 36-81-8.**

Match policy

The federal funds provided under a grant for the Local Law Enforcement Services Grant Program may not exceed 90% of the total costs of a program. For multi-jurisdictional applications, each of the participating counties must provide a portion of the match so that the sum of the match provided is equal to 10% of the proposed project total. The applicant's matching share must be in the form of cash. No in-kind match shall be allowed.

The amount of the required match can be computed by calculating 100% of the local portion of program costs. For example, if \$10,000 of federal funds is requested (the maximum request allowed), this amount multiplied by 10% requires a local match of \$1,000. The federal amount (\$10,000) plus the match (\$1,000) should be combined to equal the total project cost.

Federal Amount	Match	
\$10,000 x 1=	\$1,000	Total Program Cost \$10,000 + \$1,000 = \$11,000

If the cost of a proposed purchase exceeds the maximum federal dollars available (\$10,000 for local awards) plus the local match (\$1,000), it is permissible to provide additional local funds.

The Criminal Justice Coordinating Council is responsible for ensuring that the sub-recipient has available matching funds prior to submitting an application. Therefore as part of this application, the applicant must certify that the funds required to pay the non-state portion of the cost of each program proposal will be made available for expenditure during the award period. This certification is made by including the total match amount on the application form and signing the certified assurance document. All match must be expended during the period of the award,

together with the federal funds, and any interest earned. If awarded, the recipient must maintain records that clearly show the source, the amount, and the timing of all matching contributions. There is no waiver provision for the match.

Prohibited Uses

No JAG funds may be expended outside of JAG purpose areas. Even within these purpose areas, however JAG funds cannot be used directly or indirectly for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety. Nor may JAG funds be used directly or indirectly to provide for any of the following matters unless BJA certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order:

- Vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters),
- Luxury items,
- Real estate,
- Construction projects (other than penal or correctional institutions),
- Any similar matters.

Application Review Process

A review panel will evaluate all eligible applications. In evaluating each application, the review panel will be asked to consider the following factors:

- ✓ Demonstration of need including geographic location, local demographics, local statistics, other programs and/or resources available to the applicant agency;
- ✓ Adequate correlation between the cost of the project and the objective(s) to be achieved;
- ✓ Probability of project to meet identified goals and objectives;
- ✓ Overall description of the intended use of grant funds;
- ✓ Demonstration that LLES funds will not be used to supplant other nonfederal funds;
- ✓ Demonstration that the applicant agency has met and will continue to comply with all applicable state and federal laws and guidelines;
- ✓ Available funding for the LLES program.

WHAT AN APPLICATION MUST INCLUDE

Applications should include narrative information using the format outlined below to explain the purpose for the proposed grant project. **The application (not including attachments) must not be longer than 10 pages, and must be printed in a 12-point font.** Because many of the sections are related to others, be sure to specifically answer only what the section requires; providing more information than requested will cause redundancies. Incomplete applications or applications submitted without all required sections may be deemed ineligible and may not be considered for review.

Abstract/ Project Summary (one page or less)

Provide a brief summary of the services to be offered by the proposed project or a general overview of the outcome of the proposed project. This summary should generally be part of the information sent when CJCC receives a request for information on a grant. Be sure that the summary is straightforward and easy to understand by a person unfamiliar with your project.

Narrative (seven pages or less)

The following sections makeup the narrative work program and is intended to describe the proposed project and all details associated with the project agency and the project itself.

Brief History of the Project Agency:

The purpose of this narrative section is to identify the Project Agency and some background information regarding that agency. Provide a brief history of the project agency, which is the agency that will be implementing the proposed project (i.e. Sheriff's Office, Police Department, etc.) Include information regarding the geographical location, population, and services offered by the law enforcement agency (i.e. 24/7 patrol, animal control, task force services, GREAT, DARE, etc.) Also include the number of sworn officers (full-time, part-time, and reserve) and the number of police vehicles utilized by the unit.

The above information is not a suggestion of what should be included but rather what is specifically requested. You can include any other applicable information necessary to establish an understanding of your department. CJCC needs to have a clear understanding of the organization and how it operates in order to know where the potential funds would be going.

Statement of the Problem:

The purpose of this narrative section is to identify the problem you will be attempting to impact with the project for which you are requesting funds. Do not list every issue your agency addresses but only the one(s) that will be impacted by the use of the funds being requested. Include facts and statistics on incidents of crime (i.e. number of service calls, number of arrests, types of arrests, criminal activity, etc.), existing resources or lack thereof, demographic and geographic specifications, etc. to demonstrate a need for funding.

Again, the above information is not a suggestion of what should be included but rather what is specifically requested. You can include any other applicable information necessary to identify the problem faced by your department. CJCC needs to have a clear understanding that the organization is operational and would utilize the requested equipment.

Community Impact:

The purpose of this narrative section is to identify how the proposed project will affect the communities that the program will serve. Here, describe how your project will affect the citizens you serve and crime-related issues within the community(s) concerning public safety.

Organizational Chart

All applicants are required to submit an organizational chart for the project agency, which is the agency that will be implementing the project. An organization chart is a diagram that shows the structure of an organization and the relationships and relative ranks of its parts and positions/jobs.

Required Forms

The following forms are required and can be accessed on the CJCC's website at <http://cjcc.ga.gov>

- | | |
|--|---|
| <input type="checkbox"/> Grant Application Cover Sheet* | <input type="checkbox"/> Disclosure of Lobbying Activities* |
| <input type="checkbox"/> Designation of Grant Officials | <input type="checkbox"/> Audit Requirements |
| <input type="checkbox"/> Standard Assurances* | <input type="checkbox"/> Civil Rights Contact |
| <input type="checkbox"/> Certifications* | <input type="checkbox"/> Budget Detail Worksheet and Summary |

State and federal documents identified by the asterisk (*) must be signed by the authorized official for your applicant agency. For all local units of government, your authorized official will be a Mayor or County Commission Chair. Any documents submitted that are not signed by your authorized official will deem your application ineligible for review and/or funding.

Additional Documents

Applicants may attach any other documents applicable to the proposed project or available to support information provided within the narrative.

If this is a multi-jurisdictional application (i.e. more than one local unit of government submitting a joint application) with Memorandums of Understanding/Agreement/Cooperation (MOU/MOA/MOC) entered into between the applying agencies, a signed, original copy of the MOU must be included.

Any multi-jurisdictional application submitted with the requested MOU/MOA/MOC may not be considered for funding, as such.

How to Apply

Complete the required forms along with any additional documentation listed above and return them to the CJCC. To be eligible for funding, a complete application, including attachments, must be **received** on or before the due date of November 28, 2011.

Criminal Justice Coordinating Council

ATTN: 2011 Local Law Enforcement Services Grant Program

104 Marietta Street, Suite 440

Atlanta, Georgia 30303

Reviewing the Application

Only complete applications received by the deadline will be reviewed. Only the forms submitted and Council records, if applicable, will be considered when reviewing the application. When an application is received at the Council office, there is no commitment on the part of the Council to fund an application or to fund it at the amount requested. All areas of the budget are subject to review and approval. Decisions related to these budget areas are based on both eligibility and reasonableness. Determinations of the reasonableness of budget items are fully within the discretion of the Council and are made both through objective tools and subjective decision-making.

Applications for funding go through many reviews. At any point during those reviews, a decision to not fund a project or any part of it may be made. These decisions are within the complete discretion of the Council. However, applicants have the opportunity to appeal the initial funding decision. Once an award is made, it is within the discretion of the Council to determine that the subgrantee is not complying with applicable policies and upon such a determination may de-obligate the grant and require the reimbursement of grant funds to the Council.

Funding Decisions

All funding decisions related to the LLES Grant program are made by the Council's Criminal Justice System Advisory Committee based on the recommendations of an ad-hoc review panel, composed of Council staff and any outside experts deemed necessary to the process. The Council informs the applicant of its decision through a grant award or denial letter. Applicants must not make any assumptions regarding funding decisions until they have received official written notification of award or denial that is signed by either the Governor or the Council Director.

Note: It is anticipated that the funding requests will easily exceed the amount of money available.

Grant Acceptance

Each grantee must accept or reject the grant award within 45 days of the award date. The grantee will be unable to request funds until the award document is returned to the Council office.

Special Conditions

After the award of the grant, grantees should refer to the grant award for special conditions applicable to the approved project. The Council will assign the special conditions at the time of the grant award.

APPENDIX A

LIST OF INELIGIBLE APPLICANTS

The units of local government listed below were eligible to apply for a direct FY2011 JAG award from the Bureau of Justice Assistance (BJA) and thereby are ineligible to apply for a 2011 LLES Grant from the Criminal Justice Coordinating Council.

Acworth City	Decatur County	Moultrie City
Atlanta City	Dekalb County	Newnan City
Albany City	Douglas City	Newton County
Americus City	Douglas County	Paulding County
Athens-Clarke County Unified Government	Dougherty County	Peach County
Augusta-Richmond County Consolidated Government	Douglasville City	Riverdale City
Bainbridge City	Dublin City	Rockdale County
Baldwin County	East Point City	Rome City
Banks County	Emanuel County	Roswell City
Barrow County	Forest Park City	Sandy Springs City
Bartow County	Forsyth County	Savannah City
Bibb County	Floyd County	Smyrna City
Brunswick City	Fort Valley City	Spalding County
Bulloch County	Fulton County	St Marys City
Burke County	Gainesville City	Statesboro City
Camden County	Garden City	Sumter County
Carroll County	Glynn County	Swainsboro City
Carrollton City	Griffin City	Tift County
Chamblee City	Gwinnett County	Tifton City
Chatham County	Hall County	Toombs County
Cherokee County	Henry County	Troup County
Clayton County	Hinesville City	Union City
Cobb County	Houston County	Valdosta City
Coffee County	Kingsland City	Vidalia City
College Park City	LaGrange City	Villa Rica City
Colquitt County	Laurens County	Walker County
Columbus Consolidated Government	Lawrenceville City	Walton County
Cordele City	Liberty County	Ware County
Coweta County	Lowndes County	Warner Robins City
Crisp County	Macon City	Waycross City
Dallas City	Marietta City	Whitfield County
Dalton City	McDonough City	

APPENDIX B

LIST OF PREVIOUSLY FUNDED SUBGRANTEES

The units of local government listed below are eligible to apply for 2011 LLES Grant from the Criminal Justice Coordinating Council but have received Local Law Enforcement and Fire Services Grant funding from the Council within the last five years. The amounts received by each are included.

Unit of Government	Total Received	Unit of Government	Total Received
Adel City	\$17,820	Lyons City	\$18,500
Alma City	\$8,173	Marion County	\$6,326
Alto Town	\$11,377	McIntosh County	\$30,235
Ashburn City	\$19,660	Metter City	\$21,964
Barnesville City	\$8,253	Milledgeville City	\$60,000
Barwick City	\$975	Morgan County	\$28,186
Ben Hill County	\$9,477	Nahunta City	\$24,825
Buena Vista City	\$9,290	Nashville City	\$12,999
Butler City	\$15,229	Nicholson City	\$7,343
Byron City	\$10,984	Norman Park City	\$8,025
Calhoun County	\$10,687	Ocilla City	\$10,695
Claxton City	\$7,880	Oglethorpe City	\$17,911
Cleveland City	\$30,000	Pearson City	\$8,615
Cobbtown City	\$30,000	Pelham City	\$22,057
Colquitt City	\$6,325	Plains City	\$1,723
Crawford County	\$37,500	Pulaski County	\$15,140
Dudley City	\$8,096	Quitman City	\$16,331
Early County	\$8,405	Randolph County	\$30,000
Eastman City	\$5,845	Rockmart City	\$30,000
Echols County	\$27,381	Schely County	\$9,749
Elberton City	\$53,585	Screven County	\$17,198
Ellaville City	\$7,987	Seminole County	\$15,487
Fitzgerald City	\$60,000	Sparks City	\$28,043
Gilmer County	\$12,919	Tallapoosa City	\$12,735
Gordon City	\$10,116	Tennile City	\$8,634
Greene County	\$4,539	Thomas County	\$28,662
Habersham County	\$17,020	Thomaston City	\$21,400
Haralson County	\$7,219	Thomasville City	\$18,500
Heard County	\$12,384	Turner County	\$19,331
Jasper County	\$30,000	Union County	\$30,000
Jesup City	\$14,500	Warren County	\$30,000
Jones County	\$30,000	Webster County	\$15,109
Lamar County	\$17,681	Whigham City	\$1,086
Lanier County	\$3,900	White County	\$20,000
Lavonia City	\$15,895	Wilkinson County	\$21,450
Louisville City	\$2,500	Wrightsville City	\$30,000
Lumpkin County	\$44,178		